

From: [Caitlyn Bowles](#)  
To: [Appeals](#)  
Subject: Henry County School District - Appeal  
Date: Wednesday, October 21, 2015 11:00:12 AM  
Attachments: [Appeal102115.pdf](#)

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Henry County School District  
BEN: 126576  
FRN: 2756721  
471 App. #: 1013393

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**Caitlyn B. Conner**  
**Special Projects Coordinator**  
**Henry County Public Schools**  
**Phone: 276-634-4763**  
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P.O. Box 8958  
3300 Kings Mountain Road  
Collinsville, VA 24078  
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Applicant Name: HENRY COUNTY SCHOOL DISTRICT  
Billed Entity Number: 126576  
Form 471 Application Number: 1013393  
Funding Year Request Number: 2756721  
Correspondence Date: October 21, 2015

Please be advised we are appealing our decision of denial based on the included documentation that will support a contract/legally binding agreement that was made official by our School Board on February 5, 2015 and a letter accepting this award from the vendor dated February 6, 2015. Approval and signature was completed by the school board chair and Superintendent on February 5, 2015. The contract date should have been February 5, 2015 and not January 7, 2015. Please see the attached documents to support this.

A handwritten signature in black ink, appearing to read 'Janet Copenhaver', is written over a horizontal line.

Janet Copenhaver  
Director of Instructional Technology and  
Professional Development

# County of Henry

P.O. BOX 7  
COLLINSVILLE, VIRGINIA 24078-0007  
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MEMBER OF  
VAGP  
NIGP

PURCHASING DEPARTMENT

## NOTICE OF AWARD

BID # 15-01063-2939

DATE: JANUARY 6, 2015

IN ACCORDANCE TO THE HENRY COUNTY CODE AND THE CHIEF PURCHASING AGENT FOR THE COUNTY OF HENRY/PSA, IT IS REQUESTED THAT THE FOLLOWING VENDOR BE AWARDED BID #15-01063-2939 FOR MERAKI ACCESS POINTS AND SWITCHES.

RECOMMENDED VENDORS NAME: E.S.I. Electronics Systems, Inc )

REQUESTING DEPARTMENT/SCHOOL: SCHOOLS

DEPARTMENT HEAD/SCHOOL OFFICIAL SIGNATURE:

[Signature] DATE 1-7-15

ADMINISTRATOR/SUPERINTENDENT SIGNATURE:

[Signature] DATE: 2/5/15

BOARD APPROVAL SIGNATURE:

[Signature] DATE: 2/5/15

CHIEF PURCHASING AGENT SIGNATURE:

\_\_\_\_\_  
DATE: \_\_\_\_\_

PURCHASE ORDER # \_\_\_\_\_ DATE: \_\_\_\_\_



Powerful Technology, Smart Solutions.

February 6 2015


Janet Copenhaver  
Henry County Public Schools  
3300 Kings Mountain Road  
Collinsville, VA 24078

Subject: Acknowledgement and Acceptance of Award

Dear Janet:

ESI is excited to acknowledge receipt of the Notice of Award for bid 15-01063-2939. We accept and will honor the decision and terms of the bid and will supply the equipment as requested.

Sincerely,



John Gray  
Account Manager, ESI  
3727 Challenger Ave  
Roanoke, VA 24012

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